



Jeremiah W. Nixon
Governor

State of Missouri

Office of Equal Opportunity

Let's work together on Building Missouri's future!

Volume 2, November 2010



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Welcome to Volume 2 of the OEO Newsletter!

Building a house takes planning, funding and good relationships. The staff at the Office of Equal Opportunity (OEO) are taking strategic steps to prepare M/WBE vendors for the next level.

They have provided visibility to new interested M/WBE vendors, so that they can establish a working relationship with key personnel at the State of Missouri.

In the meantime, they continue to seek the funding for a much needed disparity study. Trailblazing their way through Missouri they are strategizing the formation of a public-private partnership that will result in the best interest of the constituents of our state. Enjoy this issue and remember: OEO staff is here to help you!



Kelvin Simmons
Commissioner

WILLCO TECHNOLOGIES IS RECOGNIZED AT THE GOVERNOR'S CONFERENCE ON ECONOMIC DEVELOPMENT



Kevin Williams - President and CEO of Willco Technologies, Alan Green - OEO Director, and Roxy Flores - OEO Fiscal and Administrative Officer

It was a proud moment for the staff at the Office of Equal Opportunity when WillCo Technologies, a Kansas City information technology consulting firm, and a State of Missouri certified MBE vendor received the 2010 Governor's Minority Business Award.

The award was presented as part of Gov. Jay Nixon's Confer-

ence on Economic Development. The award is presented to a company that is at least 51 percent owned, operated and controlled by a minority in Missouri; has been in operation in the state for at least three years; has demonstrated business development through significant growth; has demonstrated improvements of internal processes; and has shown innovative use of marketing methods.

"WillCo Technologies is honored to receive this prestigious award from Gov. Jay Nixon," said Kevin Williams, company president and CEO.

"We have seen tremendous growth in recent years and it is rewarding to have our efforts recognized by the State of Missouri."

THE OEO STAFF



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Mary Anne Auer

When did you start your business?

Wexford Labs, Inc was founded in 1974 by my mother and father, Loretto and J. Owen Flynn. Owen had the technical expertise while Loretto had a strong accounting background.

In the early years, I worked in the manufacturing plant while attending nursing school.

Why did you start your business?

Wexford Labs was founded on the belief that institutional cleaners and disinfectants could be made more effective and less toxic than those available at the time. When Owen Flynn passed away in 2000, I left my nursing career. It was important to me to continue Wexford Lab's commitment to the safety and education of professionals in the cleaning industry. After spending over 20 years in the

acute healthcare setting, I saw firsthand that cleaning measures make a big difference to the health and safety of staff, patients, and visitors. This applies not only in healthcare but in all settings including educational, industrial, and offices buildings.

What is your main product or service?

Wexford Labs is a national company located in Missouri that manufactures and distributes a full line of EPA-registered hard surface disinfectants that are effective against germs such as MRSA (Antibiotic Resistant Staph), Hepatitis, AIDS, and H1N1 flu. We also manufacture and distribute cleaning chemicals, hand soaps and hand sanitizers. In 2007, Wexford Labs became a distributor partner of Rochester Midland Corporation, a company with over 100 years experience, to add a full line of environmentally friendly products to our product line.

We also provide training and procedures to improve safety and maintain our environment.

Recent improvements in our manufacturing, testing laboratory, and packaging capabilities have allowed us to begin doing manufacturing and packaging for other disinfectant distributors.

How can your products benefit the state of Missouri as an organization?

Our products and programs address the concerns of worker hazards and the negative impact on people who handle harsh cleaning chemicals or occupy the buildings where these chemicals are used.

As our company grows, we are creating manufacturing, technical, and administrative jobs.

How do you expect the M/WBE certification to help you in obtaining business with the State or other entities?

Being a WBE (Women Business Enterprise) certified increases our opportunities to participate in the bidding process on national contracts. It allows Wexford Labs access to purchasing decision makers that would otherwise overlook us. Most major corporations have supplier diversity programs. These programs require proof of M/WBE (Minority and/or Women Business Enterprise) status. Our State of Missouri certification is recognized not only in Missouri, but throughout the United States. The State of Missouri, by supporting diverse businesses, contributes to our success and brings jobs to Missouri.



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www.cabledahmer.com

Cable-Dahmer Chevrolet is a State of Missouri certified MBE vendor. Cable-Dahmer has participated in contracts with the State of Missouri as a sub-contractor and as a Prime Contractor.

Because of their trajectory and experience, OEO went in search of some answers that might help our newer M/WBE vendors in

how they too, can participate in State contracts.

Below are the answers provided by Carlos Ledezma, proud owner of Cable-Dahmer.

Is there a difference between participating as a sub-contractor or as a Prime Contractor on a State Contract? Yes, the prime contractor doesn't have to rely on anyone else to complete the job.

How difficult was it to obtain a State Contract? Share your experience on how you learned the specifics of putting together the bid proposal, attending the pre-bid conference, etc. The preliminary work is extremely time consuming. The specs we work with involve building cars or trucks with hundreds of variables. We check and recheck our bids about ten times before submitting them. We looked at past year bids to enable us to estimate where we would need to be to give the best bid and get the contract. Actually getting the M/WBE Certification was the difficult part, it is much easier to renew each year. We began six years ago as a sale to the Missouri Lottery as part of a scratch ticket giveaway. It has evolved into a great relationship, not only with the State of Missouri, but also local cities and counties due to our

M/WBE Certification.

What would you recommend for a prospective M/WBE to know before bidding on a State Contract? I would recommend that you know your M/WBE points basis. On our bids we have 10 basis points for M/WBE, or approximately 3-5 percent of flexibility of cost.

What have you learned by participating in a State Contract? More companies will contact you based on having the state contract, especially when you are M/WBE Certified. We have customers from Omaha, Neb., Springfield, Mo and Newark, N. J. that purchase from us due to our certification.

How many contracts does your company hold with the State of Missouri? We have one contract that we have had for three straight years.

What are your plans for the future? We will continue our bidding and try to expand to other states around our dealership as well.

Would you like to be featured on our website and newsletter? Contact us at 877-259-2963 or by e-mail at Roxana.flores@oa.mo.gov.

Let's talk about Certification....



Each volume of our newsletter will contain answers to Frequently Asked Questions (FAQs) and discuss other aspects related to the initial certification process, Re-Certification and Annual Updates. Please feel free to offer suggestions or request information that you would like to see addressed in this section by emailing to Nancy.Hever@oa.mo.gov.

State Purchasing Staff

If you represent a state agency, division or program trying to meet MBE and WBE participation goals and need businesses who provide a specific commodity or service and cannot locate them in our Directory, call OEO and ask one of our staff member, we will be glad to try to find one for you or advertise for minority or women businesses on our web site and in this Newsletter. Don't forget ... try our Directory first at <http://www.directory.oeo.oa.mo.gov/>.

Attention OEO Certified Vendors

If you are currently one of OEO's certified vendors, your company can be found in our Directory of Certified Minority and Women-owned Businesses. This is our method of advertising your company and the commodities and/or services you provide to state agencies and the private sector as well. Since OEO wishes to continue offering a variety of services and commodities, we continually need new vendors. Now here is how you can get involved. There is no one better than you to spread the word and encourage others to apply! Just give them the information below and we will take it from there. All of us have the ability to influence other people's lives in a posi-

tive way; it is up to us whether we do it!

Helpful Tips for completion of OEO Certification Process:

"Initial Application" can be found on our web page: www.oa.mo.gov/oeo/

- Take time to read our Policies and Procedures Manual to see what the program requirements are and how we evaluate the majority ownership and control of minority or women owned firms to qualify for MBE and/or WBE Certification.
- Be sure to complete all blanks on the application. If any do not apply, signify by entering in with "NA" not applicable.
- All** owners must have an "Ownership" page completed regardless of their ethnicity or gender.
- The application must be signed and notarized.
- All required documentation from the "Document List" must be included with the application unless it does not apply and again designate with "NA".

Any additional information or clarification you wish to submit is appreciated as it can be very helpful in making our determination. Last but not least, please call our office for answers to any questions you may have before mailing your application.

At the moment, the State of Missouri is seeking a caterer in the Central Region, a vendor that can provide meeting or banquet facilities, and a vendor that can provide lab supplies. If you know of a business that can supply these services, let them know about our certification.

MIND SAFETY MANAGEMENT WINS 5-YEAR CONTRACT

Mind Safety Management, LLC's, with headquarters located on Washington Avenue in downtown St. Louis, was notified at the end of September that it was the winner of a \$2.66 million contract to provide computer information technology ("IT") support services to the U. S. Treasury Department's - Office of the Comptroller of the Currency. The contract, consisting of one base year and four one year options, was the re-compete of an existing contract won by MSM in 2006 to provide IT support to the OCC. This is Mind Safety's third contract with the OCC which, at its completion, will give MSM a total of 10 years at the Office of the Comptroller of the Currency (OCC).

The OCC's activities are predicated on four objectives that support the OCC's mission to ensure a stable and competitive national banking system. The four objectives are: (1) to ensure the safety and soundness of the national banking system; (2) to foster competition by allowing banks to offer new products and services; (3) to improve the efficiency and effectiveness of OCC supervision, including reducing regulatory burden; and (4) to ensure fair and equal access to financial services for all Americans.

"We are pleased to help the OCC reach its objectives by providing them MSM's process based management approach that is "best practice" committed, and which manages risk through an iterative process," said Ralph J. Thompson II, Chief Operating Officer (COO).

The OCC uses computer IT systems to support a broad range of its functions. These systems are produced through collaboration between the business units whose functions they support, the program management offices that manage the business unit's IT portfolios, and the centralized IT organization that is responsible for the technology supporting the IT portfolios. Mind Safety provides subject matter expertise to the OCC's centralized IT organization in helping it perform its function of ensuring safe, reliable, accurate and available information to all departments within the organization.

"It has been a great seven years of growth for MSM, and with organizations like the OCC continuing to show belief in our processes and organization, I know that we can meet any project management opportunity for any organization," said Peter Jones, MSM's CEO.

OEO attends the 100 Black Men of Metropolitan St. Louis Black Tie Masquerade Gala



The 100 Black Men of Metropolitan St. Louis hosted its Black Tie Masquerade Ball on Saturday, Oct. 16, 2010. OEO Director Alan Green and Deputy Director Ken Franklin attended the event.

The 100 Black Men of Metropolitan St. Louis' mission is to improve the quality of life and en-

hance the educational and economic opportunities in their communities. This organization serves as a beacon of leadership by utilizing their diverse talents to create environments where children are motivated to achieve, and to empower people to become self-sufficient shareholders in the economic and social fabric of their communities. By collaborating with entities like the 100 Black Men of Metropolitan St. Louis, OEO broadens the horizons for M/WBE vendors that are certified by the State of Missouri.

OEO DIRECTOR KEYNOTES MINORITY ENTREPRENEURSHIP CONFERENCE



OEO Director Alan Green

OEO Director Alan Green and MoDOT External Civil Rights Director Lester Woods were the keynote speakers at the Minority Entrepreneurship Conference sponsored by the Edward Jones Center for Entrepreneurship & innovation at Drury University on Oct. 9, 2010. The objective of the conference was to share necessary skills to start a business or further an existing one. Some of the topics discussed included:

- Marketing with Social Media
- Business Plan Basics
- Understanding Financial Statements
- Working with your banker
- Social Entrepreneurship through Non-Profits
- Legal Aspects of your business

The event provided a great networking opportunity for the M/WBE vendors in the Springfield area. The attendees were able to visit with other vendors including bankers, accountants, marketing professionals and attorneys.

ROXY FLORES ATTENDS THE AMERICAN CONTRACT COMPLIANCE CONFERENCE

Education is the key to success, and specially when you are learning about how to better help the M/WBE vendors in the State of Missouri. Roxy Flores, OEO Fiscal and Administrative Officer attended a weeklong intensive training on M/WBE issues affecting M/WBE vendors in our nation.

The conference was presented by the American Contract Compliance Association (ACCA). Founded in 1986, ACCA is dedicated to ensuring equitable employment and contracting practices with public-and-private sector institutions. Its membership is comprised of public sector contract compliance, historically underutilized and small business enterprises, affirmative action and equal employment opportunity professionals from across the United States. ACCA provides ongoing professional training to individuals within these disciplines.

ACCA's comprehensive training program provides a unique opportunity to study among the masters of our trade. The program is carefully designed to focus on the critical issues challenging our profession and strategies to successfully combat them. The program provides at least 10 hours of hands on training in partnership with Morgan State University.

Ms. Flores successfully completed the Certified Compliance Administrator Certification by completing 42 continuing education credit hours through ACCA.



Roxy Flores

INTRODUCING OUR NEWLY CERTIFIED M/WBE VENDORS FOR SEPTEMBER AND OCTOBER 2010

SERVICE ORIENTED M/WBE CERTIFIED VENDORS DURING SEPTEMBER AND OCTOBER				
Name	Code	City	Certification Number	Service Provided
Alpha One Greek & Promotional Items, LLC	M0	St. Louis	M04044	Clothing
Donna M. White, P.C.	M5	Jefferson City	B04035	Legal Services
Aspire Consulting, LLC	W0	Clayton	W04031	IT Consulting and Staffing Services
Audrey Hanson McIntosh, LLC	W0	Jefferson City	W04034	Legal Services
MedQuest	W0	St. Louis	W04043	Gathering & Copying medical & employment records /Legal Video-grapher
Agile Specialty Transportation, LLC	M0	Hazelwood	M04046	Non-emergency medical transportation
DL Realty, LLC	M5	St. Louis	B04045	Real estate.
Progressive Homecare Services, Inc.	W0	Indianapolis, IN	W04024	Home health care services.
Steele Cleaning, LLC	M5	Wentzville	B04047	Commercial cleaning.
The Alaris Group, Inc.	W0	Duluth, MN	W04028	Services for the elderly & persons with disabilities, vocational rehabilitation services & medical management.
Reliance IT, Inc.	M1	Flower Mound, TX	M04041	Information technology services.
Saitech Corp.	M1	Jefferson City	M04036	Information technology services, database management, computer programming, staffing & consulting in information technology.
ENTAP, Inc.	M0	Indianapolis, IN	M04030	IT Consulting.
ProActive Solutions, Inc.	W0	Mission, KS	W04039	Information technology-computer hardware, software sales, service & maintenance.
Dynamix Engineering, Ltd.	M0	Columbus, OH	M04049	Consulting engineering.
Robinson & Associates Acctg. Firm, LLC	M5	Kansas City	B04027	Financial services.
J & J Boring, Inc.	W0	Winfield	W04052	Horizontal boring & tunneling contractor, commercial, industrial, residential, and municipal.
Midwest Psychological Center, Inc.	M0	Indianapolis, IN	M04048	Mental health services, educational services, healthcare & inmate supplies.
CONSTRUCTION INDUSTRY M/WBE VENDORS CERTIFIED DURING SEPTEMBER AND OCTOBER				
Artistic Signs Unlimited, Inc.	W0	Greenwood	W04042	Sandblast stone signs, subcontract footings & masonry, commercial & residential.
Eddie Givens Contracting Service, LLC	M0	Centerville, IL	M04051	Electrical, plumbing, (HVAC) heating & cooling, framing & finish work & contracting services, new construction rehab, remodel, basement finishing, general inspection & repair reporting, general carpentry, trim carpentry, residential and commercial.
Armstrong Supply, LLC	M0	Lake St. Louis	M04033	Construction supply.
Dependable Construction, LLC	W0	O'Fallon	W04032	Construction-mainly siding installation, some windows, doors & roofing.
Blevins Chat Company, LLC	W0	Mount Vernon	W04038	Buying & selling chat aggregates.
Harriott Contracting, LLC	M0	Columbia	M04029	Installation of seating rails & platforms.
Landworks Studio, LLC	W0	Olathe, KS	W04026	Landscape architecture.
Hejjra Electrical Service, LLC	M0	Black Jack	M04025	Electrical contractor.
Brave Industrial Solutions, LLC	W0	Hixson, TN	W04040	Construction, supply & waterproofing sales, antimicrobial/antiviral coatings, roofing restoration, fluid-applied roofing, concrete restoration & protection, specialized flooring systems, specialty coating systems and water/wastewater coatings.
Nigel's Flooring, LLC	M0	St. Charles	M04037	Installation of carpet, hardwood, tile, laminate & vinyl.
Wiser Enterprises, Inc	W0	St. Louis	W04050	Construction, general construction.
American Marking & Paving, LLC	W0	Claycomo	W04053	Asphalt paving contractor.

MO PTAC counselors offer guidance to businesses seeking contracts with government agencies

When considering target markets for their products and services, many business owners often overlook one with nearly limitless potential — local, state and federal government. Agencies and organizations at all three levels of government buy nearly everything you can think of — from food and flowers to construction and heavy equipment. In fact, governments spend nearly \$900 billion annually on various products and services.

In spite of the potential, business owners tell us that the overwhelming perception of the government as a morass of red tape and bureaucracy turns them off. It just seems to be more trouble than it's worth. But the Missouri Procurement Technical Assistance Centers (MO PTAC) can help navigate what can be a complicated system.

The PTAC program has been available in Missouri since 1993 and is part of MU Extension's Business Development Program.

MO PTAC offers business owners a variety of services to help them with the government contracting process. The most popular is an electronic bid-matching service, through which a business is notified any time a government agency is seeking to purchase a product or service the company provides. The notification appears in the business owner's e-mail and saves you the time of searching through Federal Business Opportunities and other resources offering appropriate solicitations.

If you decide to bid, MO PTAC can help you with the solicitation package. We'll work with you in preparing your bid, interpreting the regulations and assisting you with the appropriate certifications. Sometimes we can also supply you with bid histories — information on what the government has purchased in the past and at what cost — as well as any other unique specifications on each product or service requested.

Many government agencies look for vendors with specific certifications when selecting a contractor. MO PTAC can assist you with those as well. At the state level you could be certified as a Minority Business Enterprise (MBE); a Women Business Enterprise (WBE) through the Office of Administration; or a Disadvantaged Business Enterprise (DBE), all of which may give you some advantage in bidding on a solicitation.

You may qualify as an 8(a) Small Disadvantaged Business (SDB); as a Historically Underutilized Business Zone (HUB Zone) small business; a woman owned small business; a service-disabled veteran-owned small business or as a veteran-owned business small business. In FY 2010, MO PTAC clients have received more than 2,000 contracts valued at greater than \$460 million.

Other resources you may find helpful in government contracting include:

- The Federal Acquisition Regulation website, which outlines the policies for doing business with the government. Information on FAR can be found at <http://farsite.hill.af.mil>
- The Federal Procurement Data Center at <https://www.fpds.gov> reports statistics on procurement for more than 70 federal agencies. Some federal, state and local government agencies, military installations and prime contractors publish procurement directories and procurement forecasts on their websites.

- All federal agencies are required to publicize bidding opportunities on <http://www.fedbizopps.gov> when the purchase is expected to exceed \$25,000, so anyone with Internet access can find out about these opportunities. The dollar-level requirements for state and local agencies vary, so it is important to research this on each entity's purchasing website.
- The federal government requires the completion of two mandatory registrations: the Central Contractor's Registration (CCR) at <http://www.ccr.gov> and the Online Representations and Certifications Application (ORCA) at <https://orca.bpn.gov>. Both CCR and ORCA are free registrations and must be renewed annually.

Our role in PTAC is to assist you in obtaining government contracts. We can add your company to our electronic bid matching service at no cost for at least 90 days. If you find the service beneficial and wish to continue past the first year, the cost is a minimal \$300 per year.

We will work with you individually to ensure the government contracting process is as simple and painless as possible. Our clients often see dramatic increases in sales, which translates into more jobs and prosperity for our state. If you'd like to participate, let us know how we can help by calling the Columbia PTAC at 573-882-9398 or by contacting a MO PTAC specialist near you.

Bill Stuby is the director of the central Missouri PTAC at the MU University Center for Innovation and Entrepreneurship, e-mail: stubyb@missouri.edu



Below you will find some businesses that have benefited from the assistance that MOPTAC offers:

Carbolytic Materials Co. located in Maryville recycles tires into carbon black

Patric Chocolate: in Columbia gourmet chocolate maker

A.M. Pyrotechnics LLC: in Buffalo produces fireworks and choreographs professional pyrotechnics displays

Affordable Moving Services Inc.: Branson moving business

Brick City Custom Works: Mexico custom motorcycle repair and service shop

Cornerstone Energy Solutions LLC: Rolla analysis of energy efficiency in residential, commercial and industrial settings

Hammer Collections: Springfield employs computer software and information technology to resolve and prevent payment delinquencies



Working Together, State Businesses and State Employees Benefit from the WeSave Employee Discount Program

In spite of challenging economic times, Missouri state employees aren't going it alone in their efforts to make every penny count. In August 2010, the Office of Administration, with assistance from the Division of Personnel, activated the **WeSave Missouri Employee Discount Program** to help state employees save money on goods and services they purchase from local business and online.

With a pool of more than 50,000 employees, the Missouri state workforce is essential to the economic health of the state and to Missouri businesses. Businesses participating in WeSave often see an increase of revenue as employees save money on items they need or want both in their daily lives and for personal pleasure. To date, nearly 20,000 state employees have registered for the WeSave Missouri program.

State employees also can nominate merchants they would like to see included in the program by using WeSave's online "Nominate a Merchant" form. WeSave staff contacts these merchants to solicit their participation and also works with the Missouri Chamber of Commerce to identify and include other merchants. These combined efforts serve to include merchants employees would like to see in the WeSave program, help the local Missouri merchant increase foot traffic to their business, and strengthen the economy of Missouri communities.

The Office of Administration implemented the WeSave program as one way to let state employees know that state leaders are working on their behalf; and is an added benefit to working in Missouri state government. To become a participating business in the WeSave Missouri program contact Matt Woody at 304-342-4444, ext. 104 or at mwoody@wesave.com.

PURCHASING AT MoDOT

Contributed by Rebecca Jackson, MoDOT General Services Procurement Manager

The General Services (GS) division of the Missouri Department of Transportation (MoDOT) is responsible for procuring all materials and services required by the department excluding all roadway construction contracting. While the GS division is responsible for providing the MoDOT units with the products and services needed at the right quality, at the right time and at the lowest possible cost, we also are responsible for ensuring to the vending community that a fair and open competitive process is used in our purchasing processes.

There are two ways a vendor can learn about our current bidding opportunities. The first method involves searching our bid posting website by accessing <http://www.modot.org/gsbidding/>. Using the green navigational buttons at the top of the page a visitor has access to the following information.

Materials/Services/Supplies Bidding - Find statewide competitive bidding opportunities for various commodities and services required for the day to day operation of the Missouri Department of Transportation.

Equipment/Fleet Bidding - Find statewide competitive bidding opportunities for vehicles and light and heavy duty equipment.

Building Construction/Maintenance Bidding - Find statewide competitive bidding opportunities for building construction, maintenance, repairs and site improvements.

M/W/DBE Vendor Resources - Locate information related to statewide vendor information and resources.

Vendor Registration - Locate the various vendor registration forms and information.

Surplus Disposal Information - Locate the latest information related to the sale of surplus property.

The second method is to become a registered vendor with MoDOT. It is our practice to contact all vendors listed in our vendor database when we are soliciting commodity/service bids valued at \$25,000.00 or above and when the vendor has identified it is a commodity/service they provide. This notification may be in the form of an e-mail but most generally is in the form of a postcard notification. The post card notification will direct all vendors to our website to review and/or download our request for competitive pricing. Downloading bids and reviewing historical bid information is free of charge to all vendors. If any vendor does not have access to the internet and would like to have the documents faxed or mailed to them, they should contact the buyer of record identified on the bid notification.

Just recently MoDOT developed a training program entitled "How To Do Business with MoDOT General Services." The first session is scheduled for Jan. 11, 2011, in Jefferson City. These sessions are free of charge to everyone. Class size capacity may vary by presentation date so we encourage anyone interested visit our website <http://www.modot.org/gsbidding> to complete and return the registration form. If any vendor does not have access to download this material, please contact our offices at 573-526-0760 and we can either mail or fax you a registration form. This program will also be presented at several vendor functions across the state throughout 2011. Some of the topics covered are vendor registration, qualified products, solicitation methods used by MoDOT and various tips for completing a bid submission, review of various requirements contained in solicitations, the award process, open records policy, and statewide contact information.



Resources for M/WBE Vendors

<p>Missouri Department of Economic Development Programs for Business</p> <p>The Missouri Department of Economic Development offers a listing of programs for businesses. For a full listing, please visit: http://www.ded.mo.gov/businesses/BusinessAssistance.aspx</p>	<p>Missouri Small Business Regulatory Fairness Board (SBRFB)</p> <p>The SBRFB provides a key interface between state regulatory agencies and affected small businesses. For more information, please visit: http://www.sbrfb.ded.mo.gov/</p>	<p>MoFAST: SBIR/STTR Program</p> <p>Help for entrepreneurs and small businesses seeking federal funding for technology and life sciences businesses, products, research and development. Visit www.mofast.net.</p>
<p>Missouri Linked Deposit Program</p> <p>Administered through the state treasurer's office to enable financial institutions to make low-cost loans to businesses and farms to create jobs and help Missouri's economy grow. Visit www.treasurer.mo.gov/LinkedDeposit.asp.</p>	<p>Missouri Business Portal</p> <p>An online resource as a single point of entry for business registration, filings, licenses, and permits for doing business in the State of Missouri. http://www.business.mo.gov/</p>	<p>Missouri Women's Council</p> <p>Provides information and resources regarding business, education and career development to Missouri's women. Visit www.womenscouncil.org or call toll free at 877-426-9284.</p>
<p>Missouri Procurement Technical Assistance Centers (MO PTAC)</p> <p>MO PTAC's mission is to assist businesses—including small, disadvantaged and women owned firms— in obtaining federal, state and local government contracts. Visit www.missouribusiness.net/PTAC</p>		<p>1,622 State of Missouri Certified M/WBE Vendors are waiting to do business with you! Please visit http://www.directory.oeo.mo.gov/</p>

Future Events

Free Business Tax Seminars

The Missouri Department of Revenue conducts seminars to familiarize businesses with tax related issues. These seminars include information on sales tax, withholding tax and business tax registration. There is no charge for attending a seminar.

Listed below are future seminar dates. **To enroll to attend a business tax seminar, please contact the Tax Assistance Center nearest you. Seating is limited and pre-enrollment is required.**

Date	Location	Contact Information
11/17/2010	Cape Girardeau	Cape Girardeau Tax Assistance Center E-mail: capetax@dor.mo.gov
12/17/2010	Kansas City	Kansas City Tax Assistance Center E-mail: kctax@dor.mo.gov
11/17/2010 and 12/17/2010	Jefferson City	Jefferson City Tax Assistance Center E-mail: jctax@dor.mo.gov
12/17/2010	Joplin	Joplin Tax Assistance Center E-mail: joptax@dor.mo.gov
11/17/2010	St. Louis	St. Louis Tax Assistance Center
12/9/2010	Springfield	Springfield Tax Assistance Center E-mail: sprtax@dor.mo.gov

Coming in our next volume: The Missouri Minority Business Advocacy Commission Annual Report

DIVERSITY IN THE WORKFORCE

Workplace Diversity Starts at the Top

Contributed by Walter J. Pearson, Deputy Assistant Commissioner of Administration

Does your organization value diversity by embracing persons of different ages, races, background, religions, handicaps or sexual orientation? Are you satisfied with your organization's leadership position in promoting diversity? If your organization appreciates the culture and perspectives that each individual brings to the organization, then it promotes diversity.

Diversity is defined as the unique strengths, talents, opinions and perspectives that each individual brings to the workplace based on his/her background and experiences. When incorporated to achieve a common goal, these differences strengthen the organization by taking into account multiple views and perspectives. Diversity allows the organization to see the "big picture" and be even more creative and innovative because others' varying ideas are considered.

In an effort to maximize the positive aspects of cultural diversity, the workplace must create an environment where differences are recognized, understood, appreciated, leveraged, and where everyone can perform their full potential.

The leadership team at the State of Missouri's Office of Administration (OA) often speaks about the value of workplace diversity. OA not only speaks of the value of a diverse workforce; it practices it.

The Office of Administration (OA) recognizes that diversity should include all groups of the population it serves in all its dimensions; maximizing the potential of all its employees.

Diversity is about empowering people to be the very best, and it starts at the top. Without the support of upper-level management, it is impossible to achieve inclusion and equality within the workplace.

The Office of Administration's goal is to increase diversity in employment and contracts in Missouri state government. This goal cannot be achieved without the diverse leadership team within state government.

Embracing diversity is good for state government and good for the people we serve.



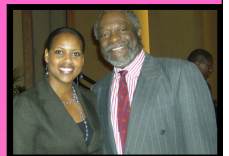
DIVERSITY WITHIN OUR COMMUNITY WESTERN REGION

NAACP- KC Branch celebrated its 43rd Annual Freedom Fund Centennial Life Member Luncheon at the Westin Crown Center in Downtown Kansas City. This year's event was held on Saturday, October 30, 2010. Each freedom fund event recognizes the support of the organization's Life Members and honors local citizens who have made contributions in their respective fields. The room was full of attendees who came to support the awardees:

- John Kurtz, Esq. - Harold L. Holliday, Sr. Civil Rights Award
- Airick Leonard West, Kansas City Missouri School District Board President - Lucile H. Bluford Special Achievement Award
- Denise E. Jordan, a mentor to young journalists - Carl R. Johnson Humanitarian Award
- Michael Bates, formerly of the Kansas City, Missouri School District Board - President's Award

The luncheon was truly a success.
We hope you will support
the NAACP- KC Branch next year.

NAACP 43rd Annual Freedom Fund
Centennial Life Member Luncheon
Award Recipients, Dignitaries, and
planning committee



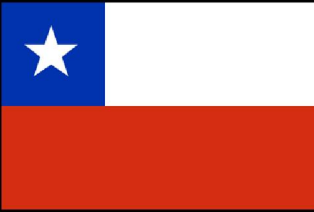
Elizabeth Birks, OEO
Outreach coordinator
and Les Payne, award
winning journalist who
was the keynote speaker
at the event



Elizabeth Birks, OEO
Outreach coordinator
and Mrs. Anita
Russell, NAACP KC
Branch President

CELEBRATING HISPANIC HERITAGE

DIVERSITY IN OUR COMMUNITY CENTRAL REGION



The Office of Administration through the Office of Equal Opportunity and MoDOT joined forces to organize a Hispanic Heritage Celebration on October 14, 2010. The event was filled with Spanish-speaking teenagers and students from Jefferson City High School English as a Second Language (ESL) class. They presented the culture, traditions and geography of the countries of Mexico, Nicaragua, and Chile.

Rudy Nickens, MoDOT's Equal Opportunity and Diversity Director welcomed the attendees of the event and introduced Commissioner of Administration Kelvin L. Simmons, who provided the opening remarks.

Roxy Flores, OEO Fiscal and Administrative Officer, was one of the main speakers and she explained that each year, Americans observe National Hispanic Heritage Month from September 15 to October 15, by celebrating the histories, cultures and contributions of American citizens whose ancestors came from Spain, Mexico, the Caribbean and Central and South America. The observance started in 1968 as Hispanic Heritage Week under President Lyndon Johnson and was expanded by President Ronald Reagan in 1988 to cover a 30-day period starting on Sep. 15 and ending on Oct. 15. The national observance was enacted into law on Aug. 17, 1988, on the approval of Public Law 100-402.

Sep. 15 is significant because it is the anniversary of independence for Latin American countries Costa Rica, El Salvador, Guatemala, Honduras and Nicaragua. In addition, Mexico and Chile celebrate their independence days on Sept. 16 and Sep. 18, respectively. Also, Columbus Day or Día de la Raza, which is Oct. 12, falls within this 30-day period. With Hispanics making up an important percentage of the national population in the U.S., the rich Hispanic heritage and culture is increasingly more visible in business and political strategies, as well as in daily life. Language might most dramatically reflect the influence of Hispanics on American life. Spanish is heard everywhere in the United States, and this is likely due to the massive migration of Latin Americans. The United States is home to the world's fifth-largest Spanish-speaking population, after Mexico, Spain, Argentina and Colombia.

The following awards were presented at the Celebration:
Reverend Mauricio Vargas received an award for his hard work and dedication to the Hispanic community and helping to start places of worship in their native language.

The organization "**El Puente**" received an award for their hard work with the Hispanic community in Jefferson City.

Mrs. Lynn Dickerson received an award for her hard work in establishing an ESL program in Jefferson City.

The event was a great success!

Muchas gracias to everyone who participated!

